

**ADPICS ADDITIONAL ELEMENTS
(PCHL 2353 AND 2356)**

CODE	DESCRIPTION	MBE REPORT CRITERIA	EXAMPLES/DESCRIPTIONS	COMAR REFERENCE
CONTRACT TYPE FIELD (MISC TABLE 40): NOT INCLUDED IN MBE REPORT SELECTION CRITERIA				
CPF	COST PLUS FIXED FEE	NOT APPLICABLE	A CONTRACT WHICH PROVIDES FOR REIMBURSEMENT FOR ALLOWABLE COSTS AND AN ADDITIONAL FIXED FEE.	21.06.03.03
CPI	COST PLUS INCENTIVE	NOT APPLICABLE	PERMITS PAYMENT OF ALLOWABLE AND ALLOCABLE COSTS, & SETS REWARDS/PENALTIES RELATED TO MEETING TARGET COST.	21.06.03.04
CR	COST REIMBURSEMENT	NOT APPLICABLE	REIMBURSES FOR ALLOWABLE AND ALLOCABLE COSTS, AND A FIXED FEE WHEN APPLICABLE.	21.06.03.04
FP	FIXED PRICE	NOT APPLICABLE	A CONTRACT WHICH PLACES RESPONSIBILITY ON THE CONTRACTOR FOR THE DELIVERY OF THE PRODUCT OR THE COMPLETE PERFORMANCE OF THE SERVICES OR CONSTRUCTION IN ACCORDANCE WITH THE CONTRACT TERMS AT A PRICE THAT MAY BE FIRM OR MAY BE SUBJECT TO CONTRACTUALLY SPECIFIED ADJUSTMENTS.	21.06.03.02
FPI	FIXED PRICE INCENTIVE	NOT APPLICABLE	A FIXED-PRICE CONTRACT IN WHICH THE PARTIES ESTABLISH AT THE OUTSET A TARGET FOR PERFORMANCE AND A FORMULA BY WHICH THE CONTRACTOR IS REWARDED FOR EXCEEDING PERFORMANCE AND PENALIZED IF PERFORMANCE IS NOT MET.	21.06.03.04
RG	REVENUE GENERATING	NOT APPLICABLE	CREATES INCOME. COLLECTION OF FEES, FINES; VENDING OR CONCESSION SALES; RENTAL OF STATE PROPERTY TO PRIVATE/PUBLIC ENTITY; EDUCATIONAL OR LICENSING FEES, TRANSPORTATION OR USAGE/ENTRANCE CHARGES.	21.01.03.03
IQ	INDEFINITE QUANTITY	NOT APPLICABLE	A CONTRACT FOR AN INDEFINITE AMOUNT OF GOODS OR LABOR TO BE FURNISHED AT SPECIFIED TIMES, OR AS ORDERED, THAT ESTABLISHES UNIT PRICES OF A FIXED-PRICE TYPE; OR A CONTRACT WHICH ONLY PROVIDES FOR THE PAYMENT OF LABOR PERFORMED; OR A CONTRACT WHICH PROVIDES AN AGREED BASIS FOR PAYMENT FOR MATERIALS SUPPLIED AND LABOR PERFORMED.	21.06.03.06
PROCUREMENT METHODS FIELD (MISC TABLE 42): MAY BE INCLUDED IN MBE REPORT SELECTION CRITERIA				
CSB	COMPETITIVE SEALED BIDDING	REPORTABLE	AWARD MADE ON A LOW BID BASIS.	21.05.01.01 21.05.02
CBN	COMPETITIVE SEALED BIDDING	NOT REPORTABLE	AWARD MADE BY A CONTROL AGENCY ON A LOW BID BASIS AND IS A MASTER CONTRACT THAT HAS BEEN DELEGATED TO USING AGENCIES FOR PROCUREMENT REPORTING.	21.05.01.01 & 21.05.02
CPN	COMPETITIVE SEALED PROPOSALS	NOT REPORTABLE	AWARD MADE BY A CONTROL AGENCY ON BASIS OF TECHNICAL AND PRICE AND IS A MASTER CONTRACT THAT HAS BEEN DELEGATED TO USING AGENCIES FOR PROCUREMENT REPORTING.	21.05.01.01 & 21.05.03
CSP	COMPETITIVE SEALED PROPOSALS	REPORTABLE	AWARD MADE ON BASIS OF TECHNICAL AND PRICE.	21.05.01.01 & 21.05.03
TOR	TASK ORDER RELEASE	REPORTABLE	A BPO OR PO RELEASE AGAINST A BLANKET PURCHASE ORDER-MASTER CONTRACT THAT UTILIZES THE TASK ORDER PROCESS AND THAT THE CONTROL AGENCIES HAVE DELEGATED TO AGENCIES FOR MBE REPORTING (SUCH AS CATS AND DGS AGENCY-SPECIFIC CONTRACTS).	
EM	EMERGENCY	REPORTABLE	SUPPLIES, SERVICES, MAINTENANCE, INFORMATION TECHNOLOGY, COMMODITIES, CONSTRUCTION, OR CONSTRUCTION-RELATED SERVICES OVER \$25,000. MAY BE AWARDED ON BASIS OTHER THAN CSB OR CSP IF PROCUREMENT OFFICER, WITH THE APPROVAL OF THE AGENCY HEAD, DETERMINES THAT ACTION IS REQUIRED TO AVOID OR MITIGATE SERIOUS DAMAGE TO PUBLIC HEALTH, SAFETY, AND WELFARE IN THE FACE OF A SUDDEN AND UNEXPECTED OCCURRENCE OR CONDITION WHICH AGENCY MANAGEMENT REASONABLY COULD NOT FORESEE.	21.01.02.01(36) 21.05.01.01 21.05.06
EXP	EXPEDITED	REPORTABLE	LIMITED TO MARYLAND PORT COMMISSION AND MARYLAND AVIATION ADMINISTRATION FOR PROCUREMENT WHERE CSB & CSP CANNOT BE USED DUE TO URGENT CIRCUMSTANCES. MAY ONLY BE USED WITH PRE-APPROVAL OF BOARD OF PUBLIC WORKS.	21.05.01.01 21.05.06.03

Aug 2009 Additional Elements Chart revised
BPW ADVISORY 1998-2 revised

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CODE	DESCRIPTION	MBE REPORT CRITERIA	EXAMPLES/DESCRIPTIONS	COMAR REFERENCE
NAU	NEGOTIATED AWARD AFTER UNSUCCESSFUL COMPETITIVE SEALED BIDDING	REPORTABLE	USED WHEN ALL BIDS MUST BE REJECTED BECAUSE ALL PRICES ARE TOO HIGH. PROCEDURE IS SIMILAR TO NEGOTIATION UNDER COMPETATIVE SEALED PROPOSALS.	21.05.01.01 21.05.04
NN	NONCOMPETITIVE NEGOTIATED PROCUREMENT	REPORTABLE	MAY BE USED WHEN THERE IS A LACK OF EFFECTIVE COMPETITION OR FOR CONTINUITY OF CARE FOR HUMAN, SOCIAL OR EDUCATIONAL SERVICES ONLY.	21.05.01.01 21.14.01.04
COR	CORRECTIONS	NOT REPORTABLE	USED WHEN REPLACING DOCUMENTS CLOSED IN ERROR; ELIMINATES POSSIBILITY OF DUPLICATE COUNTING FOR SAME PROCUREMENT.	NONE
SP	SMALL PROCUREMENT	REPORTABLE	A COMPETITIVE PROCUREMENT THAT RESULTS IN A CONTRACT UNDER \$25,000 FOR PROCUREMENT OF CONSTRUCTION, CONSTRUCTION-RELATED SERVICES, MAINTENANCE, COMMODITIES, EQUIPMENT, SUPPLIES, IT SERVICES, OR IT SUPPLIES AND EQUIPMENT. CATEGORY I 0 – 2,500.00 (CORPORATE PROCUREMENT CARD MUST BE USED <\$2,500) CATEGORY II 2,500.01 – 10,000.00 CATEGORY III 10,000.01 – 25,000.00 (UP TO \$50,000 FOR DGS CONSTRUCTION)	21.05.01.01 21.05.07
SS	SOLE SOURCE	REPORTABLE	ONLY ONE SOURCE EXISTS WHICH MEETS REQUIREMENTS. COMPATIBILITY OF EQUIPMENT, REPLACEMENT PARTS, ETC. PUBLIC UTILITY WHERE ONLY ONE EXISTS. ITEMS PURCHASED FOR RESALE. CONFIDENTIAL SERVICES.	21.05.01.01 21.05.05
XMT	EXEMPT	NOT REPORTABLE	USED, FOR EXAMPLE, TO COVER PURCHASES FROM OTHER MARYLAND STATE AGENCIES OR FOR GRANTS AS DEFINED IN COMAR 21.01.02.01.	21.01.03.01
XMR	EXEMPT	REPORTABLE	USED, FOR EXAMPLE, TO COVER PURCHASES FROM OTHER GOVERNMENTS OR UNITS OF GOVERNMENT.	21.01.03.01
R	RELEASE	NOT REPORTABLE	USED FOR RELEASE AGAINST A BLANKET PURCHASE ORDER (BPO) THAT THE CONTROL AGENCIES HAVE NOT DELEGATED TO AGENCIES FOR MBE REPORTING. DOES NOT INCLUDE TASK ORDERS RELEASED AGAINST A MASTER CONTRACT BPO.	NONE
AEA	A/E ACT	REPORTABLE	PLANNING, ESTIMATING, DESIGN, AND PROJECT MANAGEMENT RELATED TO THE CONSTRUCTION OR ALTERATION OF STRUCTURES, ROADS, LAND, ETC.	21.02.01.04F, 21.12.01, 21.12.02, 21.12.03, 21.12.04 21.12.05
ICP	INTERGOVERNMENTAL COOPERATIVE PURCHASING	REPORTABLE	METHOD FOR PRIMARY PROCUREMENT UNITS (CONTROL AGENCIES) TO SPONSOR OR PROCURE FROM A THIRD PARTY UNDER THE TERMS OF AN INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENT (I.E., FEDERAL, LOCAL, MUNICIPAL GOVERNMENTS).	21.02.01.03A 21.05.01.01 21.05.09
PPN	PREFERENCE PROCUREMENT (NOT REPORTABLE)	NOT REPORTABLE	MANDATORY PURCHASE OF SUPPLIES AND SERVICES FROM MCE (MARYLAND CORRECTIONAL ENTERPRISES).	21.11.05
PPR	PREFERENCE PROCUREMENT (REPORTABLE)	REPORTABLE	BISM (BLIND INDUSTRIES AND SERVICES OF MARYLAND), IDOB (INDIVIDUAL WITH DISABILITY OWNED BUSINESS) AND CSP (COMMUNITY SERVICES PROVIDERS).	21.11.05
MSP	MULTI-STEP SEALED BIDDING	REPORTABLE	A TWO-PHASE PROCESS IN WHICH BIDDERS SUBMIT UNPRICED TECHNICAL OFFERS OR SAMPLES, OR BOTH, TO BE EVALUATED BY THE STATE, AND A SECOND PHASE IN WHICH THOSE BIDDERS WHOSE TECHNICAL OFFERS OR SAMPLES, OR BOTH, HAVE BEEN FOUND TO BE ACCEPTABLE DURING THE FIRST PHASE HAVE THEIR PRICE BIDS CONSIDERED. A FORM OF COMPETITIVE SEALED BIDDING.	21.05.02.17

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CODE	DESCRIPTION	MBE REPORT CRITERIA	EXAMPLES/DESCRIPTIONS	COMAR REFERENCE
CATEGORY OF WORK FIELD (MISC TABLE 43): INCLUDED IN MBE REORT SELECTION CRITERIA				
AE	ARCHITECTURAL AND ENGINEERING	REPORTABLE CATEGORY: A/E	PLANNING, ESTIMATING, DESIGN, AND PROJECT MANAGEMENT RELATED TO THE CONSTRUCTION OR ALTERATION OF STRUCTURES, ROADS, LAND, ETC.	21.02.01.04F 21.12.01 21.12.02 21.12.03 21.12.04 21.12.05
C	CONSTRUCTION	REPORTABLE CATEGORY: CONSTRUCTION	BUILDING AND RENOVATION. DOES NOT INCLUDE THE MAINTENANCE OR ROUTINE OPERATION OF AN EXISTING IMPROVEMENT TO REAL PROPERTY, OR ACTIVITIES RELATED TO AN ENERGY PERFORMANCE CONTRACT.	21.02.01.04B, C, F, & H 21.02.05.02
CRS	CONSTRUCTION-RELATED SERVICES	REPORTABLE CATEGORY: CONSTRUCTION-RELATED SERVICES	SITE PREPARATION WORK, CLEAN-UP, CONSTRUCTION MANAGEMENT, INSPECTION, AND INTERIOR DESIGN DOES NOT INCLUDE: (I) SUCH SERVICES AS HOUSEKEEPING, SECURITY, JANITORIAL, AND THE LIKE; (II) SERVICES PROVIDED IN CONNECTION WITH AN ENERGY PERFORMANCE CONTRACT	21.02.01.04B, C, F, & H 21.01.02.01
M	MAINTENANCE	REPORTABLE CATEGORY: MAINTENANCE	ANY WORK NECESSARY FOR THE CONTINUED OPERATION OR UPKEEP OF A FACILITY, STRUCTURE, BUILDING, GROUNDS, OR BUILDING SYSTEM, INCLUDING BUILT-IN EQUIPMENT OR AN IN-GROUND SYSTEM, THAT IS NOT INCLUDED WITHIN THE DEFINITION OF "CONSTRUCTION". INCLUDES PAINTING, RE-ROOFING, ASBESTOS REMOVAL, SMALL RENOVATIONS, RENOVATIONS TO ELEVATORS, CARPETING, HVAC RENOVATIONS, ETC. NOTE: INCLUDES SECURITY GUARD AND JANITORIAL PROCUREMENTS.	21.02.01.04B,C, & F 21.02.05.03
S	SERVICES	REPORTABLE CATEGORY: SERVICES	THE RENDERING OF TIME, EFFORT, OR WORK, RATHER THAN THE FURNISHING OF A SPECIFIC PHYSICAL PRODUCT OTHER THAN REPORTS INCIDENTAL TO THE REQUIRED PERFORMANCE. IT INCLUDES, BUT IS NOT LIMITED TO, THE PROFESSIONAL, PERSONAL, AND/OR CONTRACTUAL SERVICES PROVIDED BY ARCHITECTS, ENGINEERS, ATTORNEYS, ACCOUNTANTS, PHYSICIANS, CONSULTANTS, APPRAISERS, LAND SURVEYORS, AND WHERE THE SERVICE IS ASSOCIATED WITH THE PROVISION OF EXPERTISE OR LABOR, OR BOTH, TRAVEL SERVICES, ETC. DOES NOT INCLUDE INFORMATION TECHNOLOGY SERVICES OR SERVICES INCLUDED WITHIN THE DEFINITIONS OF MAINTENANCE, CONSTRUCTION-RELATED SERVICES, ARCHITECTURAL SERVICES, ENGINEERING SERVICES, OR ENERGY PERFORMANCE CONTRACT SERVICES.	21.02.01.04A, 21.02.01.04F(6) 21.02.03.02
ITS	INFORMATION TECHNOLOGY SERVICES	REORTABLE CATEGORY: IT SERVICES	IT PROGRAMMING, ANALYSIS, DESIGN, NETWORK ADMINISTRATION, TRAINING, MAINTENANCE AND REPAIR, INVOLVING INFORMATION PROCESSING EQUIPMENT AND SYSTEMS.	21.02.03.02
CSE	COMMODOTIES, SUPPLIES AND EQUIPMENT	REPORTABLE CATEGORY: SUPPLIES AND EQUIPMENT	TANGIBLE PRODUCTS SUCH AS DESKS TABLES, CHAIRS, PAPER, PENS, COPY MACHINE, ETC., AND ALSO, INCLUDES INSURANCE, PRINTING AND LEASES OF EQUIPMENT.	21.01.02.01B(19), (38), (51) & (86)
ITE	INFORMATION TECHNOLOGY HARDWARE	REPORTABLE CATEGORY: IT SUPPLIES AND EQUIPMENT	COMPUTER HARDWARE, MACHINE, OR INTERCONNECTING MACHINE UNITS CAPABLE OF ENTERING, RECEIVING, STORING, CLASSIFYING, COMPUTING, TRANSMITTING AND/OR RECORDING ALPHABETIC/NUMERIC DATA, GRAPHICS, OR SOUND DATA. DOES NOT INCLUDE THE "SOFTWARE" WHICH MAKES POSSIBLE THE UTILIZATION OF THE SYSTEM.	
ITW	INFORMATION TECHNOLOGY SOFTWARE	REPORTABLE CATEGORY: IT SUPPLIES AND EQUIPMENT	COMPUTER-RELATED SOFTWARE PROGRAMS WHICH MAKE POSSIBLE THE UTILIZATION OF INFORMATION TECHNOLOGY HARDWARE UNITS AND NETWORKS.	

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HCS	HUMAN, CULTURAL, SOCIAL, AND EDUCATIONAL	REPORTABLE CATEGORY: HUMAN, CULTURAL, SOCIAL, AND EDUCATIONAL SERVICES	<p>PROVIDES SUPPORT, CARE, OR SHELTER DIRECTLY TO THIRD-PARTY CLIENTS OF DHMH, DHR, DLLR, DJJ, THE OFFICE ON AGING AND THE OFFICE FOR INDIVIDUALS WITH DISABILITIES. The lined section has been removed from the text and is no longer part of the HCS option as of 8/1/09.</p> <p>CULTURAL SERVICE" MAY BE PROCURED BY ALL AGENCIES AND PROVIDES FOR SERVICES THAT ARE PROVIDED DIRECTLY TO THIRD-PARTY CLIENTS OR TO THE PUBLIC UNDER A CONTRACT THE PRIMARY PURPOSE OF WHICH IS THE DIRECT PROVISION OF CULTURAL SERVICES.</p> <p>"EDUCATIONAL SERVICES" MEANS SERVICES PROCURED BY THE DEPARTMENTS OF HEALTH AND MENTAL HYGIENE, HUMAN RESOURCES, LABOR, LICENSING, AND REGULATION, OR JUVENILE JUSTICE, MARYLAND DEPARTMENT OF DISABILITIES, OR DEPARTMENT OF AGING IN ORDER TO PROVIDE TRAINING DIRECTLY TO THIRD-PARTY CLIENTS UNDER A CONTRACT THE PRIMARY PURPOSE OF WHICH IS THE DIRECT PROVISION OF EDUCATIONAL SERVICES.</p> <p>"HUMAN SERVICES" MEANS SERVICES PROCURED BY THE DEPARTMENTS OF HEALTH AND MENTAL HYGIENE, HUMAN RESOURCES, LABOR, LICENSING, AND REGULATION, JUVENILE JUSTICE, OR THE DEPARTMENT ON AGING IN ORDER TO PROVIDE SUPPORT, CARE, OR SHELTER DIRECTLY TO THIRD-PARTY CLIENTS UNDER A CONTRACT THE PRIMARY PURPOSE OF WHICH IS THE DIRECT PROVISION OF THESE SERVICES.</p> <p>"SOCIAL SERVICES" MEANS SERVICES PROCURED BY THE DEPARTMENTS OF HEALTH AND MENTAL HYGIENE, HUMAN RESOURCES, LABOR, LICENSING, AND REGULATION, JUVENILE JUSTICE, THE DEPARTMENT OF DISABILITIES, OR THE DEPARTMENT ON AGING IN ORDER TO PROVIDE SUPPORT, CARE, OR SHELTER DIRECTLY TO THIRD-PARTY CLIENTS UNDER A CONTRACT THE PRIMARY PURPOSE OF WHICH IS THE DIRECT PROVISION OF SOCIAL SERVICES.</p>	21.01.02.01B(31), (35), (47) & (82) 21.14.01.01
RV	REVENUE (CONCESSIONS, ETC.)	REPORTABLE CATEGORY: SERVICES	CREATES INCOME. COLLECTION OF FEES; FINES, VENDING OR CONCESSION SALES; RENTAL OF STATE PROPERTY TO PRIVATE/PUBLIC ENTITY; EDUCATIONAL OR LICENSING FEES; TRANSPORTATION OR USAGE/ENTRANCE CHARGES.	21.01.03.03
RPL	REAL PROPERTY LEASES	NOT REPORTABLE	CONTRACT FOR THE USE OF REAL PROPERTY (STRUCTURES, FACILITIES, LAND, ETC.) TO WHICH THE STATE DOES NOT HOLD TITLE. DOES NOT INCLUDE "LEASE-PURCHASE" ARRANGEMENTS.	21.01.02.01(51) 21.01.02.02(52)
L	LEASES (OTHER THAN REAL PROPERTY)	REPORTABLE CATEGORY: SUPPLIES AND EQUIPMENT	CONTRACT TO PERMIT THE STATE TO USE, BUT NOT OWN, EQUIPMENT, VEHICLES, AND OTHER PERSONAL PROPERTY.	
RPP	REAL PROPERTY PURCHASE	NOT REPORTABLE	THE PURCHASING OF AND OBTAINING TITLE TO REAL ESTATE	
EP	ENERGY PERFORMANCE	REPORTABLE CATEGORY: CONSTRUCTION-RELATED SERVICES	AGREEMENT TO PROVIDE ENERGY SERVICE (ELEC, HEATING, VENTILATION, COOLING, STEAM, OR HOT WATER, AND ENERGY AUDITS). VENDOR DESIGNS, INSTALLS, FINANCES, MAINTAINS OR MANAGES ENERGY SYSTEM OR EQUIPMENT TO IMPROVE ENERGY EFFICIENCY OF BUILDING IN EXCHANGE FOR PORTION OF THE ENERGY SAVINGS.	21.01.02.01(36)
R	RELEASE	NOT REPORTABLE	USED FOR RELEASES AGAINST CSP AND CSB METHODS BLANKET PURCHASE ORDERS (BPO) THAT DO NOT USE THE TASK ORDER PROCESS.. THIS OPTION NO LONGER VALID as of 8/1/09.	

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CE	CAPITAL EQUIPMENT	REPORTABLE CATEGORY: SUPPLIES AND EQUIPMENT	EQUIPMENT INCLUDING INFORMATION TECHNOLOGY EQUIPMENT PROCURED WITH BOND, TRUST, OR CAPITAL FUNDS.	21.01.02.01(15) 21.02.05.04C
AWARD AUTHORITY FIELD (MISC TABLE 44): NOT INCLUDED IN MBE REPORT SELECTION CRITERIA				
DEL	DELEGATED	NOT APPLICABLE	ORDERS FOR COMMODITIES, INFORMATION TECHNOLOGY, & SERVICES NOT COVERED UNDER STATEWIDE CONTRACTS WHICH FALL UNDER AGENCY'S DELEGATED DOLLAR LIMITS AS STATED EITHER IN COMAR OR FROM DBM, DOIT, OR DGS INCLUDING AGENCY PROCUREMENT REVIEW BOARD AWARDS.	
BPW	BOARD OF PUBLIC WORKS	NOT APPLICABLE	BPW APPROVES THE AWARD.	
DBM	BUDGET AND MANAGEMENT	NOT APPLICABLE	DBM APPROVES THE AWARD, USUALLY FOR PROGRAM-RELATED SERVICES, SUCH AS PROFESSIONAL SERVICES (OTHER THAN IT PROFESSIONAL SERVICES); MOTOR VEHICLES-PURCHASE, LEASE, REPAIR; AND TEMPORARY PERSONNEL SERVICES.	
DIT	INFORMATION TECHNOLOGY	NOT APPLICABLE	DOIT APPROVES THE AWARD FOR INFORMATION TECHNOLOGY SERVICES, HARDWARE, SOFTWARE; TELECOMMUNICATIONS; AND IT & TELECOMMUNICATIONS MAINTENANCE SERVICES	
PRB*	DEPARTMENTAL PROCUREMENT REVIEW BOARD	NOT APPLICABLE	DGS ONLY.	
OPC*	OFFICE OF PROCUREMENT AND CONTRACTING	NOT APPLICABLE	DGS ONLY.	21.02.05
DGS	DGS STATEWIDE CONTRACT	NOT APPLICABLE	PURCHASE MADE AGAINST DGS CONTRACT, BUT DOES NOT CITE IT IN ADPICS HEADER.	
E	EXEMPT	NOT APPLICABLE	PURCHASES EXEMPT FROM THE PROCUREMENT REGULATIONS UNDER COMAR.	21.01.03.01
*FOR DGS PROCUREMENT ONLY				
MBE WAIVER FIELD (MISC TABLE 46): INCLUDED IN MBE REPORT SELECTION CRITERIA – PCHR 711 ONLY				
N	NO MBE WAIVER	REPORTABLE ON PCHR711 ONLY	WHEN CONTRACTORS AGREE TO THE MBE GOAL STATED IN THE SOLICITATION. THIS IS THE STANDARD NOTATION.	21.11.03.10
Y	MBE WAIVER GRANTED	REPORTABLE ON PCHR711 ONLY	IF THE AGENCY HEAD HAS GRANTED A WAIVER OF THE SOLICITATION'S MBE GOAL. ONLY GRANTED WHEN VENDORS CAN DOCUMENT THAT THEY ARE UNABLE TO MEET MBE GOALS.	22.11.03.11
R	RELEASE	NOTE: R = N	USED FOR RELEASE AGAINST BLANKET PURCHASE ORDER (BPO). -- This option is no longer valid as of 8/1/09.	

OTHER DATA FIELDS		PURPOSE
SBR	INDICATE EITHER YES OR NO	USED TO INDICATE THAT A PROCUREMENT WAS DESIGNATED AS A SMALL BUSINESS RESERVE.

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NON-VISUAL ACCESS	INDICATE EITHER YES OR NO	USED TO INDICATE THAT AN INFORMATION TECHNOLOGY PROCUREMENT INCLUDED NON-VISUAL ACCESS REQUIREMENTS.
HIRING SERVICES	INDICATE EITHER YES OR NO	USED TO INDICATE THAT A PROCUREMENT INCLUDED HIRING SERVICES REQUIREMENTS.
DESCRIPTION	N/A	PROVIDES A COMPLETE DESCRIPTION OF THE PROCUREMENT TRANSACTION, I.E., CONTRACT TO PROVIDE IT CONSULTING SERVICES FOR A BASE TERM OF THREE YEARS WITH TWO, ONE-YEAR RENEWAL OPTIONS.